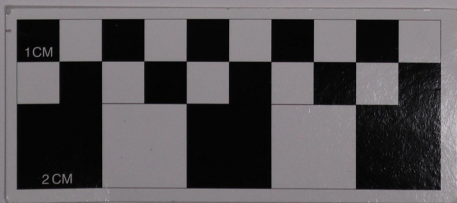
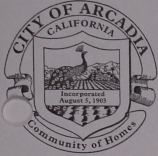




Ruth and Charles Gilb
Arcadia Historical Museum





City of Arcadia

Arcadia Public Library

20 West Duarte Road
Arcadia, CA 91006
(626) 821-5567

library.ci.arcadia.ca.us

Ruth and Charles Gilb Arcadia Historical Museum

380 West Huntington Drive
Post Office Box 60021
Arcadia, CA 91006-6021
(626) 574-5440

museum.ci.arcadia.ca.us

Jackie Faust-Moreno
Director of Library
and Museum Services

AGENDA

Arcadia Historical Museum Commission

March 7, 2012

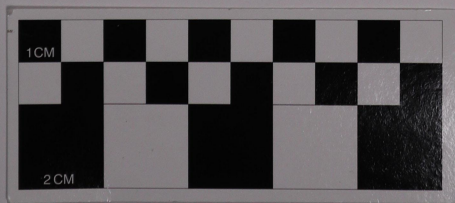
5:00 p.m.

Conference Room of the Ruth and Charles Gilb Arcadia Historical Museum

In compliance with the Americans with Disabilities Act, if you need disability related special assistance to participate in an Arcadia Historical Museum Commission meeting, please contact the Museum at (626) 574-5468 at least three (3) working days before the meeting or time when special services or auxiliary aids are needed. This notification will help City staff in making reasonable arrangements to provide you with access to and participation in the meeting.

1. **Pledge to the Flag**
2. **Roll Call**
3. **Time reserved for those in the audience who wish to address the Historical Museum Commission**
4. **Matters from Council Liaison**
5. **Matters from Historical Museum Commission Members**
6. **Consent Calendar**
 - a. Minutes of the meeting of January 4, 2012
7. **Reports to be discussed and filed**
 - a. Staff Report
 - b. Museum Foundation Report
8. **Items for update/discussion/appropriate action**
 - a. Curator's presentation: A Closer Look, Part 6, No. 2: Exhibits
 - b. July Commission meeting date change
 - c. Anita Baldwin figure update
 - d. Off-site annual Museum tour
9. **Adjourn to Wednesday, May 2, 2012 at 5 p.m. at the Ruth and Charles Gilb Arcadia Historical Museum**

Any writings or documents provided to a majority of the Historical Museum Commission regarding any item on this agenda will be made available for public inspection at the Ruth and Charles Gilb Arcadia Historical Museum located at 380 W. Huntington Drive, Arcadia, California, during normal business hours.



ARCADIA HISTORICAL MUSEUM COMMISSION MINUTES

The meeting of the Arcadia Historical Museum Commission was convened at the Ruth and Charles Gilb Arcadia Historical Museum and was called to order by Chair pro tempore Ruth Gilb at 5:00 p.m. on January 4, 2012.

Pledge to the Flag: Vince Foley led the Pledge.

Roll Call: Present: Vince Foley; Ruth Gilb; Lee Segal; Victor Wu; Mickey Segal (City Council Liaison); Jackie Faust-Moreno (Director of Library and Museum Services); Mary Beth Hayes (Library Services Manager); Dana Dunn (Curator); and Lindsey Sun (Education Coordinator).

It was MSC to excuse Marsha Burkhalter, Ruth Dunlop and Alice Wang from the Commission meeting. **M-1-2012**

Time reserved for those in the audience who wish to address the Historical Commission:
There were no members of the public in attendance.

Matters from Council Liaison: City Council Liaison Mickey Segal updated Commissioners about City matters. In a 3-2 vote, City Council passed a resolution, adopting joint architectural review standards for all five Homeowners' Associations. City Council approved having an all mail ballot election. So far Mary Dougherty, Henry Nunez, Gary Kovacic, Sho Tay and John Wuo have pulled papers to run for City Council. No papers have been pulled for the City Clerk opening. The windstorm cost the City approximately 2.8 million in damages. The City's emergency reserve fund will be used to cover costs, which will drain half of the fund. Due to a California Supreme Court ruling disbanding Redevelopment Agencies, the City Council decided to act as a Successor Agency to the Arcadia Redevelopment Agency.

Matters from Historical Museum Commission Members: Mr. Foley commended Curator Dana Dunn on her informative slideshow about collections. Mrs. Gilb complimented the "Rose Parade Memories: A Gift from the Arcadia Chamber of Commerce" exhibit opening.

Consent Calendar: It was MSC to approve the November 2, 2011 minutes.

M-2-2012

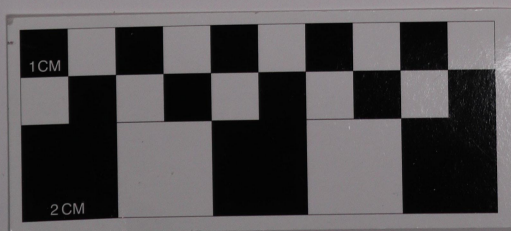
Reports to be discussed and filed:

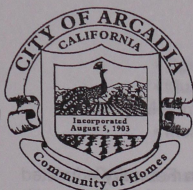
Staff Report: Ms. Dunn highlighted information from the Staff Report. Two temporary exhibits are currently on display, "And They're Off! Ephemera and Images of Santa Anita Park" and "Rose Parade Memories: A Gift from the Arcadia Chamber of Commerce." Ms. Dunn reminded Commissioners about the Museum being closed for painting from January 31-February 24.

Museum Foundation Report: There were no reports to be made.

Items for update/discussion/appropriate action

Curator's presentation: Ms. Dunn gave a slideshow presentation, "A Closer Look, Part 6: Exhibits." The presentation included information about the different types of exhibits, the process of setting up an exhibit, the materials required for an exhibit, publicizing exhibits and the installation process. Ms. Dunn plans on finishing the other half of the presentation at the next Commission meeting.





STAFF REPORT

Library and Museum Services Department

Ruth and Charles Gilb Arcadia Historical Museum

Staff Report

January – February 2012

Prepared by Dana Dunn, Curator

- **Visitors**

Total December 22 - 31: 48

Total January: 331

Total February: 146

Outreach: 67

Total since last report: 592

- **Exhibits**

And They're Off!! Ephemera and Images of Santa Anita Park

November 12 – January 21

This exhibit celebrated the magic of The Great Race Place in Arcadia: Santa Anita Park! Included were images and ephemera from various time periods and looked at jockeys, horses, people and events that the racetrack has experienced over the years. This exhibit was, in part, a collaboration with Peter Siberell, the Director of Special Projects at Santa Anita. Mr. Siberell allowed the curator multiple visits to the Park's photograph archive and also allowed her to remove photographs and take them to the Museum. The Curator borrowed 100+ photographs and scanned them all into the Museum's computer. Those photos may now be used by the Museum for future exhibits and research, noting the copyrights to Santa Anita Park. These photographs will eventually be incorporated into the Museum's Past Perfect database.

Rose Parade Memories: A Gift from the Arcadia Chamber of Commerce

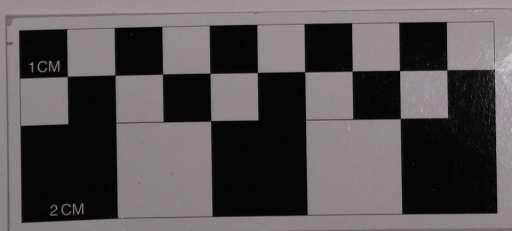
December 17 – January 28

At one time, Arcadia created its own float each year for the Tournament of Roses Parade. This exhibit featured enlarged, framed photographs of some of these floats which were a permanent gift to the Department of Library and Museum Services from the Chamber of Commerce. Also exhibited was a 1980s era Rose Queen cape from the Museum's collections from the Tournament of Roses.

Mayors of Arcadia, 1970 – present

January 5 – June 7

This exhibit is the final installation of a series of exhibits on the history of the Mayors of Arcadia. This display was installed in the City Council Chamber's lobby. Each Mayor was represented by a short biography and a headshot.



Arcadia Historical Museum Foundation

Board of Directors Meeting Minutes
8 February 2012
Date of Approval / /2012

Call to Order: A regular meeting of the Board of Directors, Arcadia Historical Museum Foundation, was held in the Arcadia Historical Museum, 380 West Huntington Drive, Arcadia, CA on February 8, 2011. The meeting convened at 9:00 A.M., President Floretta Lauber presiding, Steve Pelletier, Acting Secretary.

Members of the Board in attendance were Floretta Lauber, Sho Tay, Lee Segal, Jim Helms, Alice Wang, and Steve Pelletier.

Members with an excused absence: Victor Wu

Members not in attendance: Ruth Gilbb

Approval of Minutes: Minutes of the January 11, 2012 meeting of the AHMF Board of Directors were approved with the addition of the note that Floretta Lauber stated she cannot continue as the sole fund raiser and she requested that someone take responsibility.

Officers Reports:

Treasurer's Report: There was a modified financial report read by the President from the treasurer.

President's Report: Floretta congratulated Alice Wang for receiving the "Citizen of the Year" award from Arcadia.

Other reports:

None

New Business:

Alice Wang proposed having wall plaques for major donors in the amounts of \$5000, \$2000, and \$1000. The proposal was tabled for a future meeting.

Alice Wang proposed that each board member set a target of \$40,000 toward the Education Center. This target will be met through a combination of personal donations and donations from friends, family, and other contacts. There was general agreement that this would be challenging and worthy goal. The proposal was tabled for a future meeting.

Director Lee Segal stated that she and Mickey were ready to approach friends and commit to a donation. She requested that Floretta accompany them to give a historical background on the proposed Education Center.

Director Jim Helms suggested a working session for February 11 at 9:30am to develop a fundraising letter for the Arcadia Chinese Association's 5000 mailing.

Announcements: Jill Underwood has moved away from Arcadia and has resigned as a member of the board of directors. Floretta requested suggestions for a replacement

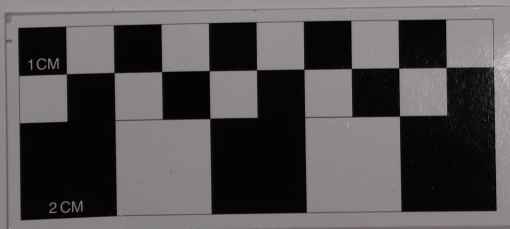
Adjournment: February 11 at 9:30 and the Arcadia Historical Museum were fixed as the time and place for a special meeting to develop a fund raising letter to send to the general public.

The meeting adjourned at 10:05 am.

Steve L Pelletier

Secretary

2/26/2012
Date



President's Message by Gene Glasco



The Only Thing Constant is Change

Greetings members and friends of the Arcadia Historical Society! Heraclitus the ancient Greek philosopher who lived about 100 years before Plato, said *"change is not only something we must accept, but it is actually something to celebrate!"* Change is inevitable. And although the changes in California seasons are subtle, we nonetheless have them. The generosity of my lemon tree and her ubiquitous gifts of large juicy fruit

are now conspicuously dwindling in number, succumbing to Summer's end. Fall is in the air, and for just a transitional few days of "Indian Summer", the change in our weather from Summer to Fall is upon us. And as we experience the changes in our weather, and other facets of life, so we do at the Arcadia Historical Society; most of which gives us cause to celebrate. Our

Board of Directors have been conscientious and diligent in their efforts in laying the groundwork for a historical society that is forward thinking, supportive of technology, fastidiously concerned in the care, preservation, and custody of cherished artifacts, and are committed to programs of on-going community awareness and interaction. Some of the changes we've made have been challenging, and at onset, perhaps unpopular with a few. On balance however, I am pleased, with the great strides the Society has made, and confident others will come to appreciate them as well. The numerous activities the Society has recently been involved in, and the forward momentum we have going for myriad future projects is impressive.

The Summer Concert series at City Hall is once again over, and our concession stand sales of popcorn and sundries at the Society operated snack bar have generated over \$900.00 in net sales.

Proceeds from the concert series sales are earmarked funds to help subsidize the future installation of "History Lives Here" markers, a one-of-a-kind city-wide project conceived in 2007 between the Arcadia Historical Society and the City of Arcadia.

On September 30th, the Arcadia Historical Society, along with other prominent civic organizations, was invited by Santa Anita Race Track officials to kick off opening day



See Gene on page 2

Board of Directors

Gene Glasco
President

Sho Tay
1st VP, Programs

Karen Hou
Secretary

Beverly Street
Corresponding Secretary

Gil Stromsoe
Treasurer

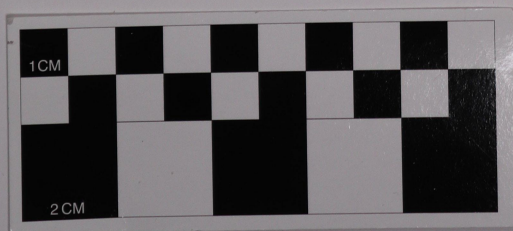
Carol Libby
Director

Scott Hettrick
Director -
Historical Markers Chairman

Sandy Snider
Director

Jaqueline O'Sullivan
Director

Gene Glasco
Camino's Editor



ARTICLES OF INCORPORATION

I

The name of this corporation is: **Arcadia Historical Museum Foundation**

II

- A. This corporation is a NONPROFIT PUBLIC BENEFIT CORPORATION and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law exclusively for public and charitable purposes.
- B. The specific purpose of this corporation is to raise funds to benefit the goals and mission of the Arcadia Historical Museum.

III

The name and address in the State of California of this corporation's initial agent for service of process is:

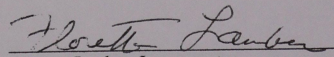
Floretta Lauber
1225 Oaklawn Road
Arcadia, CA 91006

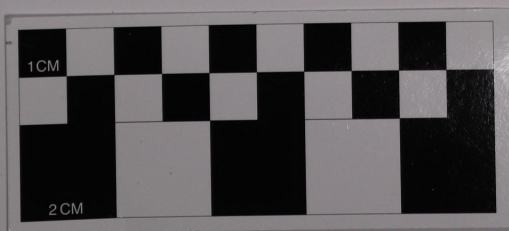
IV

- A. This corporation is organized and operated exclusively for charitable purposes within the meaning of Internal Revenue Code section 501(c)(3).
- B. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

V

The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision of the payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Internal Revenue Code section 501(c)(3).


Floretta Lauber, Incorporator



The Gift of History

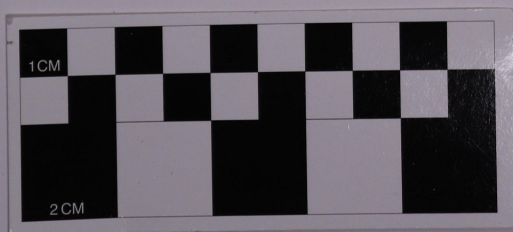


The Stipkovich family, 1950. "Although we resided in only a 5-story walkup over a deli on Columbus Avenue between 93-94th Streets, Mom and Pop made it a home ... I look back with warm memories of our childhood ... Somehow Mom and Pop made that apartment 'fit' every occasion." David Alexander Stipkovich. The New-York Historical Society recently asked New Yorkers to contribute photographs that represented their homes and the objects with which they have fashioned a life. The resulting exhibit, mounted in 2000, brought in thousands of photographs and thousands of visitors who recognized that their lives and their histories are part of 20th century New York history. Photo courtesy of the New-York Historical Society.

History is the account of things said and done in the past. In this sense, each of us has a history—an account of where we come from and how we got to be who we are. Communities, likewise, each have a history. So, too, do nations, families, and human groups of every sort.

History serves us in many ways. It can inspire us with stories of exemplary lives or caution us with tales of human folly and wickedness. History can inform and educate us by providing the context and perspective that allow us to make thoughtful decisions about the future. And history has the power to delight and enrich us, enlarging and intensifying the experience of being alive.

AMERICAN ASSOCIATION FOR STATE AND LOCAL HISTORY



What History Organizations Give Us

History organizations help preserve and tell the stories of the past. All accounts of the past—all history—derive from memory and from the traditions, documents, images, artifacts, buildings, monuments, landscapes, and ruins that have survived. Since memory is fallible, and because all things eventually perish, **preserving these traces of the past is vital to our ability to enjoy history's gifts.**

History institutions, in partnership with their communities, are leaders in preserving, researching, and interpreting these traces of the past. By helping to save and keep history's sources, and by joining with others to **study the evidence** and engagingly **tell history's stories**, history institutions connect the people, thoughts, and events of yesterday with the active memories and abiding concerns of people and communities today, and with the broad sweep of national and, indeed, world history.

By preserving and presenting the evidence of the past, and by actively **connecting past, present, and future** through exhibitions and public programming, history organizations pass the gift of history on to future generations. They guarantee that each generation can search for its own answers, and forge its own meanings.

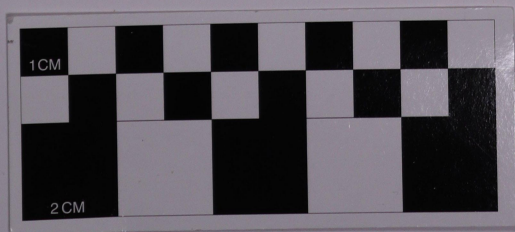
Finally, by preserving, presenting, and actively connecting people and communities with the past, history organizations make their communities more attractive places in which to live, work, and visit. And they are themselves travel destinations, employers, purchasers of goods and services, and recipients of gifts and grants. Sometimes on a small scale, sometimes with much greater impact, **history organizations are economic engines** in their towns, cities, and regions.

History organizations, in these ways, make the gift of history a living presence in the lives of Americans and American communities. They expand our understanding of who we are and what, in our diversity, we may become. And they add to the economic well being of America's communities.

The State of History and History Organizations Today

Being keepers and tellers of America's heritage and history in towns and cities across the land is a weighty responsibility. Today, as has been true for more than a century, this responsibility rests in the hands of the hundreds of thousands of volunteers and tens of thousands of paid professionals who do the work of the nation's history organizations.

Akemi Kikumura, Ph.D., Japanese American National Museum, works with Mr. & Mrs. Tanima, Kona coffee pioneer farmers on the background for the exhibit, "The Kona Coffee Story: Along the Hawai'i Belt Road." The Japanese American National Museum, Los Angeles, California, assembled the exhibit and related programming, and brought together the Kona, Hawai'i community, with an emphasis on its pioneer coffee farmers and young people, to share and explore the stories of their community. Photo courtesy of the Japanese American National Museum.





A volunteer using skills he learned from the South Carolina Department of Archives and History helps to repair a historic tombstone. The South Carolina Department of Archives and History, in Columbia, produced a video on graveyard preservation, a "how-to" hand-book detailing cemetery care, and a publication for classrooms on the history of graveyards and tombstone iconography to alert South Carolinians to the plight of its endangered historic cemeteries. Photo courtesy of the South Carolina Department of Archives and History.

In 1999, the American Association of Museums published the results of its comprehensive study of the state of museums in American society. Titled *America's Museums: Building Community*, the report notes that America's more than 15,000 museums (of which approximately two thirds are history museums) average about 865 million visitors per year or 2.3 million visitors per day. This number reflects a 50% increase over a decade ago.

The good news continues. When Americans take to the road, the chances are one in three that they will visit a museum. And, the study found, museums are not just for an elite segment of the national population. Americans from all income and education ranges visit and value museums.

The place of history and history organizations in this millennial cultural panorama is, clearly, pervasive but also difficult to capture in its many dimensions and nuances.

Fortunately, 1999 also saw the publication of *The Presence of the Past: Popular Uses of History in American Life*. Working with the transcripts of in-depth interviews with 1,500 Americans of all types and stations in life, historians Roy Rosenzweig and David Thelen present the clearest picture to date of how Americans engage with the past and, incidentally, how they view the nation's history organizations.

The principal finding of *The Presence of the Past* is the welcome news that the great majority of Americans—over 90% of the authors' large sample—engage regularly in activities that connect them with the past. They attend family reunions, take photographs and videos to preserve memory, practice hobbies, and work on collections dealing with the past. And they visit museums and historic sites (57% did so within the year preceding the survey).

Those surveyed were asked when they feel most connected with the past. *Second only to gatherings with their families, they cited visits to museums and historic sites most often as the situation that makes them feel most in touch with history.*

When asked which sources of their knowledge of the past they most trusted, Americans put museums and historic sites first—ahead of grandparents, eyewitnesses, college professors, history books, movies, television programs, and high school history teachers.

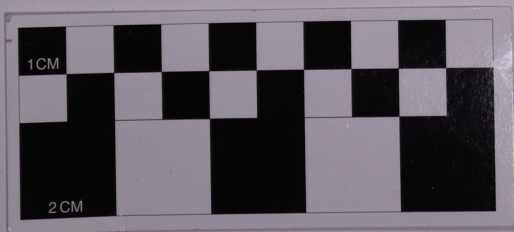
These findings, considered collectively, are unexpected—even startling—results. Not only are America's history museums broadly popular with grassroots America—they have real personal impact as well.

People connect with the past when they visit museums and historic sites and award these institutions a credibility that is greater even than an eyewitness account or a grandparent's memory.

Thus it can be said that the leaders and staffs of the nation's history organizations are living in a period of broadening public support and deepening understanding and respect for their work.

Still, there are worrisome signs and jarring realities confronting those who struggle every day to preserve, present, and interpret the past for Americans and their communities.

Consider these portents and realities.





School students interview Richard Bowens, a grandson of slaves who was born at Drayton Hall in 1908, for an oral history of a tenant house and Drayton Hall, a National Trust for Historic Preservation property in Charleston, South Carolina. Drayton Hall and the Waccamaw Center for Southern History and Culture at Coastal Carolina University, South Carolina, produced a video, "I'd Like to See What's Down There" that documents the archaeological excavation of a tenant house site that adds to our knowledge of African American life in the South. The video was supported by oral histories of former residents including Richard Bowens. Photo courtesy of Drayton Hall.

There is ample evidence that the nation's history museums, at least those relying on admissions income for a significant percentage of their operating revenues (as most do), are finding it increasingly difficult to build attendance at their sites or even remain constant with previous years.

Those organizations dependent upon appropriations from local, state, or national governments are often finding that annual surpluses do not translate into increased support for their institutions with their growing audiences and pressing capital needs.

AAM's *America's Museums: Building Community* found that the media and public opinion leaders, in contrast to the general public, believe that museums primarily serve a limited segment of the population. These influential persons also tend to see museums as static and old, while the public tends to be more aware of museums' vitality and accessibility. These opinions can create currents that make rough sailing for cultural institutions.

Digital technologies, rapidly becoming pervasive in our society, pose a daunting set of opportunities and challenges for history organizations. They are capable of giving history museum professionals tools that will make their collections accessible to degrees only dreamt of before. But the costs of these technologies are prohibitive for many of

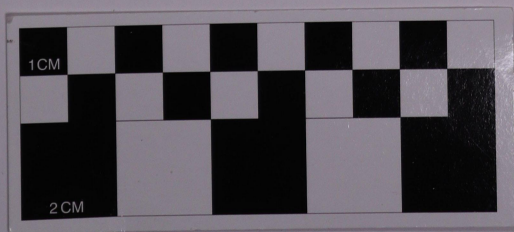
these institutions. Within the museum or historic site, these technologies can enhance and support the exhibition or interpretation. Or, when misapplied, can overwhelm the object or dilute the story.

For years, researchers have been bringing us the disquieting statistics on how poorly our schools and colleges perform in teaching history to young people. Students are turned off by history. It is dull, boring. And so their knowledge and understanding of leading figures, important events, and transforming changes is sketchy, their grasp of the methods of historical inquiry immature, their ability to bring the past into their own lives undeveloped. These young people are the voters and leaders of tomorrow. From them, too, must come the patrons and volunteers and supporters who will be the next keepers of America's heritage.

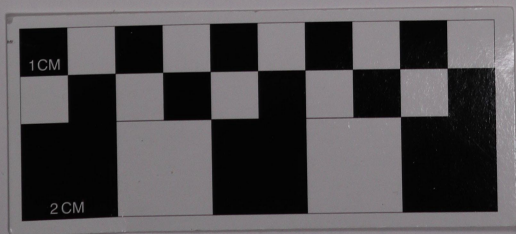
The Future of the Past

Such are the opportunities and challenges facing America's history organizations today. Each history organization faces its own unique set of circumstances. Whether it sees its glass as being half full or half empty is colored by its particular circumstances and by the individuals who lead it. But there are too many positive signs about the strength of history and history organizations in evidence today to be pessimistic for long about their future in the new century.

History organizations, together with individuals and families and with history teachers of every sort and in every medium, have the opportunity to take the lead in connecting persons' more intimate, personal pasts with the broader public pasts of their localities, states, regions, and nation. Americans, we should remember, find history organizations to be the most credible of all the purveyors of the past in our society. They are the most trusted keepers and tellers of the American story. With astute leadership, compelling vision, and partners and resources sufficient to the task, America's history organizations can be leaders in generating a new flowering of history in this country.



Job Description



HISTORICAL MUSEUM COMMISSION

MEMBERSHIP

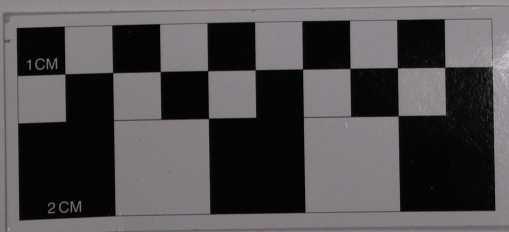
The Historical Museum Commission consists of seven (7) members appointed by the City Council. For this purpose, the City Council shall consider the appointment of four (4) members recommended by the Arcadia Historical Society, two (2) members recommended by the City Council, and one (1) member recommended by the Library Board of Trustees.

MEETINGS

Regular meetings of the Commission are held the first Wednesday of every other month.

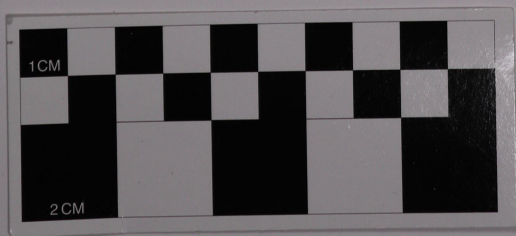
POWERS AND DUTIES

- Acts in an advisory capacity to the City Council in all matters pertaining to the Ruth and Charles Gilb Arcadia Historical Museum, collections and programs.
- Develops a mission statement and collections policy for the Museum.
- Encourages the interest and participation of the community in preserving and celebrating the history of Arcadia.
- Performs such other duties as may be prescribed by the City Council.



Arcadia Historical Museum

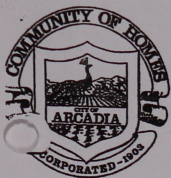
Policies



Exhibition Policy

1CM

2CM



City of Arcadia

Ruth and Charles Gilb Arcadia Historical Museum

Marny Hackley
Curator

Ruth and Charles Gilb Arcadia Historical Museum Exhibition Policy Adopted March 5, 2003

The mission of the Ruth and Charles Gilb Arcadia Historical Museum is to collect, preserve and recognize Arcadia's heritage; to create a shared identity for a diverse community; and to celebrate the City's rich history with exhibits and educational programs that will encourage community involvement.

The permanent exhibitions portray a time-line of Arcadia history. Temporary exhibitions mounted in the Shaw galleries and other areas should reflect subject matter related to these themes and help advance the mission of the Museum.

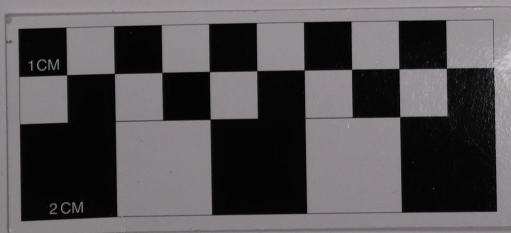
The Curator and Museum Director will be responsible for approving proposals, overseeing exhibition content, and determining the exhibition schedule.

Guest curators or outside organizations may be invited by Museum staff to participate in Museum sponsored exhibitions. If an individual or organization proposes to host an exhibition, they will be asked to submit a proposal. This proposal shall include a description of the exhibition, a schedule, a budget that identifies responsibilities for installation and supplies, and any reception or other programming.

The Museum adheres to the City of Arcadia's Dedication Plaque Policy for permanent installation of plaques or memorials. Because of space limitations, the Museum cannot guarantee that gifts accepted by the Museum from visiting dignitaries and individuals will be displayed for a specified length of time or in a particular location.

March 5, 2003

1800 West Huntington Drive
Post Office Box 60021
Arcadia, CA 91006-6021
(626) 574-5440
626/ 871-0057 Fax



Collections
Management
Policy

1CM

2CM

Ruth and Charles Gilb Arcadia Historical Museum
Collection Management Policy
Sections I-IX & XII adopted May 1, 2002
Section XI adopted July 10, 2002

- I. **Statement of Purpose:** The following mission statement has been adopted by the Arcadia Historical Commission:

The mission of the Ruth and Charles Gilb Arcadia Historical Museum is to collect, preserve and recognize Arcadia's heritage; to create a shared identity for a diverse community; and to celebrate the City's rich history with exhibits and educational programs that will encourage community involvement.

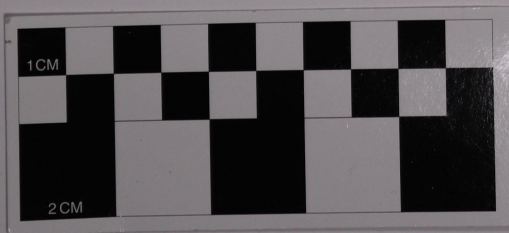
- II. **Statement of Authority:** The Arcadia Historical Commission will oversee the implementation of the Collection Management Policy.

- III. **Collection Objectives:** The categories of collection for the Museum shall be:

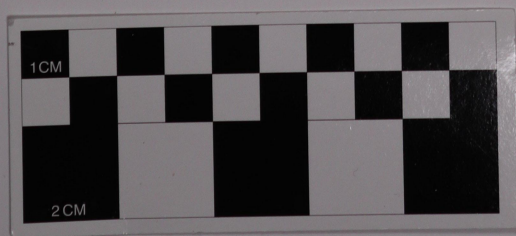
- A. Permanent - consisting of art and historical objects in the Museum collection for the purposes of exhibition and study.
- B. Study – consisting of smaller teaching aids, usually expendable materials that may be used by students, various groups and individual visitors as educational tools for learning experiences and hands on activities.
- C. Props – consisting of a variety of unaccessioned items used to enhance exhibitions.

- IV. **Acquisitions:** The Museum will collect a variety of items, taking into consideration the usefulness of the items for exhibits and educational purposes.

- A. Items acquired will be in good condition and shall selectively represent Arcadia's history, and the work and contributions of an Arcadia person, business, or organization. Due to space limitations for exhibits and storage, the Museum Curator is authorized to limit acceptance of items that are both significant and representative items as related to Arcadia's history. Selectivity also ensures that the Museum will be able to properly and responsibly care for and use these items.
- B. The Museum shall require that all donations be given free and clear, without restrictions as to their use or future disposition. Unrestricted gifts are to be preferred because of liability and legal issues surrounding restricted gifts. If,



Collecting Plan



Ruth and Charles Gilb Arcadia Historical Museum

Collecting Plan

I. Introduction

The purpose of this Collecting Plan is to serve as a tool to guide in the decision-making process of whether or not to include items in the Museum collection. Further, this plan communicates information about the collection, collection priorities, and acquisition procedures to the community of Arcadia.

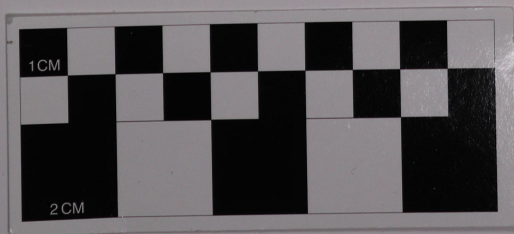
II. Mission Statement

The following Mission Statement has been adopted by the Arcadia Historical Museum Commission:

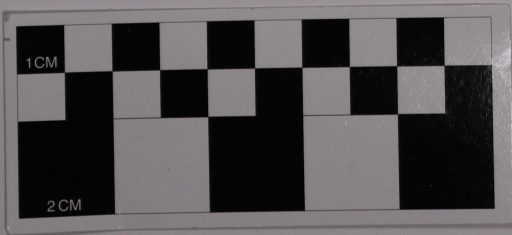
The mission of the Ruth and Charles Gilb Arcadia Historical Museum is to collect, preserve and recognize Arcadia's heritage; to create a shared identity for a diverse community; and to celebrate the City's rich history with exhibits and educational programs that will encourage community involvement.

III. Acquisition Policy

- A. The Museum staff may acquire objects by donation, bequest, transfer or purchase (up to \$25,000).
- B. Authority for the acquisition of objects is granted to the Curator and the Director of Library and Museum Services by the Historical Museum Commission.
- C. The Museum shall require that all donations be given without restrictions as to their use or future disposition. If, because of the unusual importance of an item, it appears that an exception to the policy is desirable, such action will require the approval of the Director of Library and Museum Services.
- D. Artifacts shall have a clear, undisputed provenance that gives the donor the legal right to donate the item. The Museum will never knowingly accept or acquire any object that was illegally acquired or obtained under circumstances that would support or encourage irresponsible damage to or destruction of personal or public property.
- E. When appropriate, ownership of copyright should be transferred to the Museum.
- F. The Museum recognizes that contributions may be tax deductible under the applicable sections of the Internal Revenue Code. In accordance with legal requirements, however, the responsibility for determining appraised value remains with the donor.



Radio Use Policy



**Ruth and Charles Gilb Arcadia Historical Museum
Patio Use Policy and Agreement Form**

The Museum Patio is available to community groups or organizations for meetings of a civic, cultural, charitable, intellectual or educational nature. Meetings on the Patio must be open and free to the public.

The facilities are available at no charge to the following organizations:

- City of Arcadia
- Arcadia Historical Museum Commission
- Arcadia Historical Society and Friends of the Museum
- Arcadia Unified School District

The facilities are available for a fee to non-profit organizations.

The facilities are not available for the following:

- Commercial organizations
- Private parties

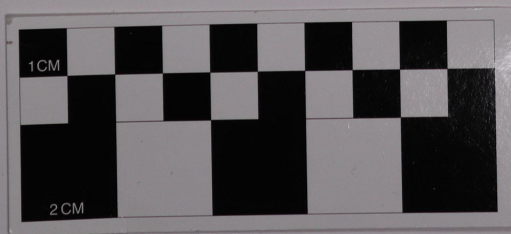
Use that would conflict with Museum programs or activities cannot be granted.

Application for use of the Patio shall be made no more than three months in advance and at least 48 hours prior to the proposed date of use. Priority will be given to Museum-sponsored activities. The Patio is available only during the hours the Museum is open to the public. The Museum may at its sole discretion reject an application. Any scheduled group may be asked to reschedule a particular meeting in order to make the space available for a special purpose.

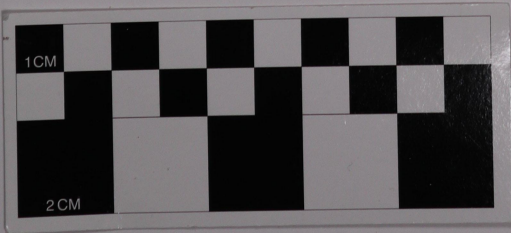
Food and beverages are prohibited inside the Museum gallery and collection storage areas. Users will be responsible for making sure that event attendees do not enter the Museum with food or beverages at any time. The kitchen may be used for food staging with prior approval and within the rental time. Access to the kitchen is from the Patio only. Passage through the collection storage area to and from the kitchen is not permitted.

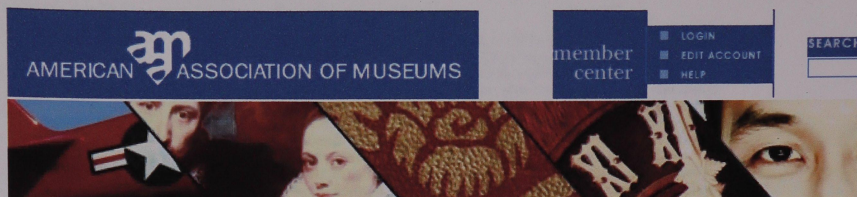
Fees for the use of the Patio are payable at the time of the application.

- There is a fee of \$20.00 per hour with a two hour minimum. The total fee is derived by multiplying the hourly fee by the number of hours (including any portion of an hour which shall be rounded up to a full hour) of the proposed and approved use.
- There is an additional fee if food and beverages are served of \$20.00.
- Fees will be refunded only if the event is cancelled two or more weeks prior to the scheduled date of use.



AKM Code of
Ethics





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Code of Ethics for Museums

Introduction

Ethical codes evolve in response to changing conditions, values, and ideas. A professional code of ethics must, therefore, be periodically updated. It must also rest upon widely shared values. Although the operating environment of museums grows more complex each year, the root value for museums, the tie that connects all of us together despite our diversity, is the commitment to serving people, both present and future generations. This value guided the creation of and remains the most fundamental principle in the following *Code of Ethics for Museums*.

Code of Ethics for Museums

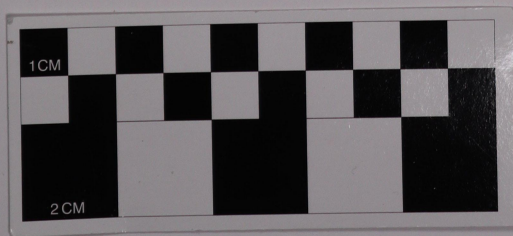
Museums make their unique contribution to the public by collecting, preserving, and interpreting the things of this world. Historically, they have owned and used natural objects, living and nonliving, and all manner of human artifacts to advance knowledge and nourish the human spirit. Today, the range of their special interests reflects the scope of human vision. Their missions include collecting and preserving, as well as exhibiting and educating with materials not only owned but also borrowed and fabricated for these ends. Their numbers include both governmental and private museums of anthropology, art history and natural history, aquariums, arboreta, art centers, botanical gardens, children's museums, historic sites, nature centers, planetariums, science and technology centers, and zoos. The museum universe in the United States includes both collecting and noncollecting institutions. Although diverse in their missions, they have in common their nonprofit form of organization and a commitment of service to the public. Their collections and/or the objects they borrow or fabricate are the basis for research, exhibits, and programs that invite public participation.

Taken as a whole, museum collections and exhibition materials represent the world's natural and cultural common wealth. As stewards of that wealth, museums are compelled to advance an understanding of all natural forms and of the human experience. It is incumbent on museums to be resources for humankind and in all their activities to foster an informed appreciation of the rich and diverse world we have inherited. It is also incumbent upon them to preserve that inheritance for posterity.

Museums in the United States are grounded in the tradition of public service. They are organized as public trusts, holding their collections and information as a benefit for those they were established to serve. Members of their governing authority, employees, and volunteers are

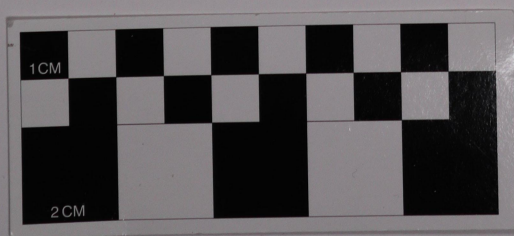
<http://www.aam-us.org/museumresources/ethics/coe.cfm>

7/10/2008





Current Flyers





Ruth and Charles Gilb Arcadia Historical Museum

EXHIBITS

Arcadia History Veterans Project June 6 through August 29

Drawing inspiration from the Ken Burns' recent documentary, "The War," students from Oliver Beckwith's Honors US History class at Arcadia High School will be interviewing veterans from Arcadia and presenting their stories in this exhibit. Their interviews will be recorded and sent to the Library of Congress to ensure that the stories of Arcadia veterans will be preserved for future generations. The opening reception will take place on Friday, June 6 from 2:00 to 4:00 p.m.



Arcadia Veterans Local History Room Dedication Saturday, June 7, 2008, 11:00 a.m. to 2:00 p.m.

The Arcadia Historical Museum is pleased to announce the dedication of the new Arcadia Veterans Local History Room in the Mildred and Warren Shaw Gallery inside the Museum. This will be a permanent exhibit in honor of Arcadia veterans and will be showing revolving artifacts from our permanent collection as well as spotlighting local personal collections from area veterans. The Museum will also be signing up veterans to record their stories to be placed in the museum's Arcadia Veterans Oral History Collection. This special reception will take place on Saturday, June 7 from 11:00 a.m. to 2:00 p.m. and will feature Arcadia veterans as guest speakers. No reservations are needed.

ADULT LEARNING SERIES

Brown Bag Lunch Talks Thursdays, May 15, June 19, July 17, and August 21 noon to 12:30 p.m.

The Museum will continue presenting our popular Brown Bag Lunch Talks which take place the third Thursday of every month in the Museum's meeting room. Come and listen to our guest speakers who will present snippets about Arcadia history, people, places and events. Bring your own lunch or enjoy pizza, on us!

Speakers and their topics will be:

May 15: Carol Libby	"Arcadia: Fact and Fiction"
June 19: Mickey Ball	"Hugo Reid"
July 17: Floretta Lauber	"Growing Up in Arcadia"
August 21: Gene Glasco	"Arcadia Before the Big Mac"



FAMILY FUN DAYS

Hot Fun in the Summertime!

Saturday, June 21, 2008, noon to 2:00 p.m.

Summer is here! How do we know that? The sun tells us when it's time to start our summer fun! June 21 is Summer Solstice, the day when the sun seems to stand still. It is also the longest day of the year. Ancient people all over the world celebrated this day and used it as a marker to start a different season. Come and learn what different cultures did during the Summer Solstice. Is there anywhere in the world that still practices these celebrations? Make a window cling to take home so you can see the sun shine through a design into your room. No reservations needed.

Fearless Fire Fighters

Saturday, July 12 noon to 2:00 p.m.

Fire fighters are among the bravest people in our community. They often put their own lives on the line to save others. Would you like to meet a real fire fighter? They will be here at the Museum to talk about their stories and show the special equipment they work with. You will also get a chance to view their old 1926 fire truck.



Old Time Family Fun Day

Saturday, August 9, noon to 2:00 p.m.

What did kids do in Arcadia before there was any T.V., iPods or computers? They played a lot of games! We'll be playing some old fashioned games and serving up some home made ice-cream. Stop by and join us, and get out of the hot sun!

SPECIAL EVENTS

Docent for a Day: 3rd Graders and Families Day Saturday, June 14, 2008, 10:00 a.m. to noon

A special day dedicated to all 3rd graders of Arcadia Unified School District! After learning all about local history and visiting the Museum with your schools throughout the year, you can bring your friends and families to the Museum and take them on a tour led specially by you. At the end of your visit, families can join us for some refreshments while you, the student-docent, get to make your very own "Docent for a Day" button to take home! No reservations needed.

Plaque Dedication: Old City Hall Site Sunday, July 13, 1:30 to 3:00 p.m.

The Arcadia Historical Society and the City of Arcadia are proud to present the placement of a historic marker at the site of the old City Hall building on First Avenue and Huntington Drive. A dedication ceremony will take place on the site at 1:30 p.m. After the dedication, guests will be invited back to the Museum to view our "First in Arcadia" exhibit. Light refreshments will be served on our lovely patio.

Ruth and Charles Gilb Arcadia Historical Museum
380 West Huntington Drive
Arcadia, California

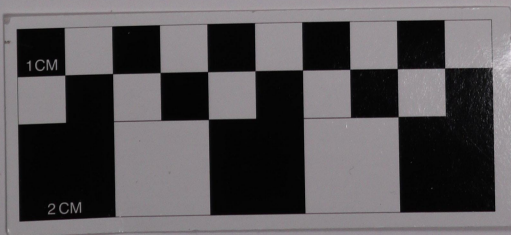
Special guided tours available for school field trips and larger groups; prior arrangements required.

574-5440

Admission is always free.

Tuesday - Saturday, 10 a.m. - 4 p.m.

museum.ci.arcadia.ca.us



Arcadia Historical Museum presents...

BROWN BAG LUNCH TALKS

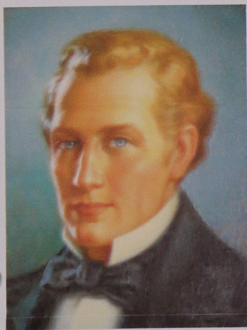
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[Upcoming Talks]

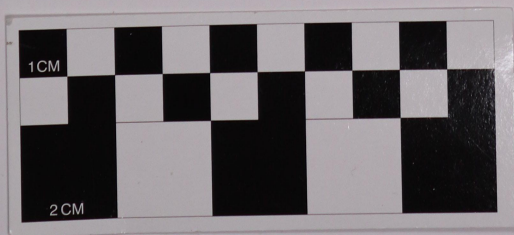
June 19: *Hugo Reid* by Mickey Ball

July 17: *Growing Up in Arcadia* by Floretta Lauber

August 21: *Arcadia Before the Big Mac* by Gene Glasco



Museum Info:
Tuesday – Saturday
10 a.m. – 4 p.m.
380 W Huntington Drive
Arcadia, CA 91007
626.574.5440
museum.ci.arcadia.ca.us



**Arcadia High School's
Honors U.S. History Class**
(Oliver Beckwith, Teacher)

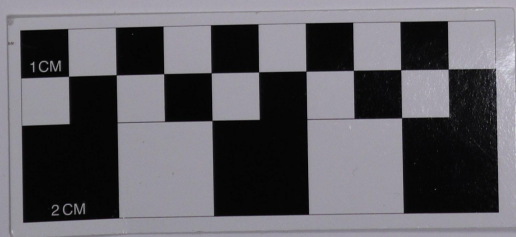
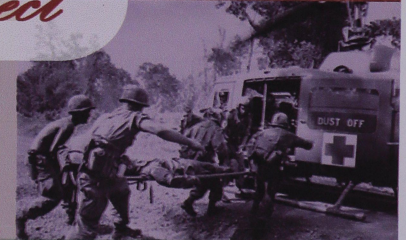
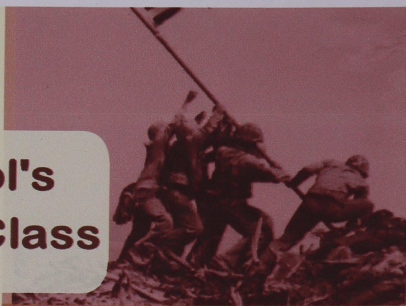
PRESENTS

The

*Arcadia Veterans
History Project*

Grand Opening
4:00 PM
June 6, 2008
Arcadia Historical Museum

240 W. Huntington Drive
Arcadia, CA



Family Fun Days

ADMISSION IS FREE!

Hot FUN in the SUMMERTIME!

Saturday, June 21, Noon to 2:00 p.m.

Did you know that June 21 is the summer solstice? Come celebrate the longest day of the year at the Arcadia Historical Museum, where you will be able to make window clings, sunlight prints, bookmarks, and fans! You can also enjoy a children's story about the Summer Solstice.



FearLESS Fire Fighters

Saturday, July 12, Noon to 2:00 p.m.



Fire fighters are among the most selfless and heroic members of society; they have saved countless lives without even the notion of reward. Take this opportunity to show your appreciation and thanks to these heroes; they will be at the Arcadia Historical Museum, sharing their stories and showing their equipment. You will also have the opportunity to inspect their old 1926 fire truck!

Old Time Family Fun Day

Saturday, August 9, Noon to 2:00 p.m.

How did kids manage to possibly have fun before there were TVs, iPods, or computers? They played games of course! Take an afternoon off and visit the Arcadia Historical Museum where we will be playing old fashioned games and serving up some home made ice-cream.



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